

## FORMS REQUIRED FOR SUBMISSION OF A REGULATION NO. 30

### TITLE V STATE OPERATING PERMIT APPLICATION

Department of Natural Resources and Environmental Control  
Division of Air and Waste Management

#### Air Quality Management Section

A Title V Operating Permit Application is required to include the basic application forms (**AQM-1001** series), as appropriate for the air contaminant source. *All required forms must be completed in their entirety, and all supporting calculations must be included or the application will be deemed incomplete.* All pages, including forms, exhibits and other attachments, should be numbered in order from the first page to the last in the same order the package is submitted. A complete submittal package must contain the following forms:

1. All of the basic application forms (**AQM-1001** series) that apply to the source. Duplicate forms must be submitted for each alternate operating scenario. For example, if a chemical reactor is used to manufacture different products from different raw materials, then a separate form **AQM-1001B** must be completed for each mode of operation. Likewise, for incinerators that burn different types of waste at different processing rates, or coating or printing operations that coat or print on different substrates using different types of coatings or inks. An attachment must also be included which describes all operating scenarios.
2. The **AQM-1001** series currently consists of **Forms AQM-1001A through AQM-1001N**, with all Forms being self-explanatory. **Forms AQM-1001O through AQM-1001U** are reserved for future use.
3. Form **AQM-1001** (Title V Administrative Information) must be included with all submissions.
4. Form **AQM-1001N** (GEP Stack Height Determination Information) must be completed for each emission unit. Specific instructions are provided with the form.
5. Form **AQM-1001V** (Applicable Requirements) must be completed for each emission unit and for each operating scenario, listing *Applicable Requirements*. Specific instructions are provided with the form.
6. Form **AQM-1001W** (Emissions Comparison) must be completed for each emission unit and for each operating scenario, listing and comparing actual and allowable emissions. Specific instructions are provided with the form.
7. Form **AQM-1001X** (Compliance Monitoring Devices and Activities Form) must be completed for each emission unit. Specific instructions are provided with the form.
8. Form **AQM-1001Y** (Compliance Status) must be completed for each emission point describing compliance status for all *Applicable Requirements* for each emission unit. This form must be completed for each emission unit regardless of the compliance status of the unit. Specific instructions are provided with the form.
9. Form **AQM-1001Z** (Compliance Schedule<sup>\*</sup>) must be completed for each emission unit not in compliance before the permit issuance date. Specific instructions are provided with the form.
10. Form **AQM-1001AA** (Certified Progress Report) must be completed for each emission unit not in compliance before the permit issuance date. Specific instructions are provided with the form.
11. Form **AQM-1001BB** (Compliance Certification) must be completed for each emission unit. Specific instructions are provided with the form.
12. Form **AQM-1001CC** (Insignificant Activities) should be completed, if appropriate. Specific instructions are provided with the form.

\*  
for noncomplying units

**INSTRUCTIONS FOR COMPLETING  
FORM AQM-1001  
ADMINISTRATIVE INFORMATION  
Air Quality Management Section**

Instructions are given only for those items that are not self-explanatory.

1. **SOURCE NAME:** Enter name of plant (the name to which the permit will be issued).
3. **SOURCE STREET ADDRESS:** Street address at which the source is located, or a description of where the source is located. (Example: NW corner of Route 9 and Grantham Lane).
4. **CITY:** City or town to which the source is nearest, or through which company mail is received.
6. **COUNTY:** County in which the source is located.
9. **SOURCE ENVIRONMENTAL CONTACT PERSON:** Person at the plant who may be contacted for questions about the application.

**OWNER INFORMATION**

11. **NAME:** May be the name of an individual or parent company. If more than one (1) owner, list *principal* owner.
- 12-15. **ADDRESS:** Mailing address of Owner(s) or parent company.
16. **AGENT:** Individual who is authorized to act on behalf of the owner.

**OPERATOR INFORMATION**

- 17-21. To be provided if the operator is not the owner of the source, and the name of the operator is different from the name of the source.

**APPLICANT INFORMATION**

- 22-26. Indicate who is applying for the permit.

**INSTRUCTIONS FOR COMPLETING  
FORM AQM-1001N  
GEP STACK HEIGHT DETERMINATION**

**Air Quality Management Section**

**EXHAUST POINT INFORMATION**

1. **FLOW DIAGRAM DESIGNATION:** The flow diagram designation must be stated, along with the label applied to the applicable flow diagram.

5. **GEP HEIGHT:** Good Engineering Practice ("GEP") Stack Height, as defined in Regulation No. 27, Section 3.2, means the greater of:

- a. 65 meters, measured from the ground-level elevation at the base of the stack;
- b. For stacks in existence on January 12, 1979, and for which the owner or operator had obtained all applicable permits or approvals,  
 $H_G = 2.5 \times H$
- c. For all other stacks,  
 $H_G = H + 1.5L$

where:

$H_G$  = Good Engineering Practice Stack Height, measured from the ground-level elevation at the base of the stack;

H = Height of nearby structure(s), measured from the ground-level elevation at the base of the stack; and

L = Lesser dimension, height or projected width, of nearby structure(s).

6. **EQUIVALENT DIAMETER OF EXHAUST PORT:** If the exit point of the stack is square or rectangular, the equivalent diameter must be determined by the following formula:

$$\text{Diameter} = 1.128 \times (\text{Area of Stack Exit})^{0.5}$$

9. **DIRECTION OF EXHAUST:** The direction that the exhaust stack directs the exhaust gas must be described here. For example, if the exhaust stack is on the side of the building with a cover pointing the exhaust gas toward the ground, the direction would be stated as "downward".

**NOTE:** The applicant only needs to provide either *Item 10* or *Item 11* on the application form, not both. Given one, the Department will calculate the other.

10. **LATITUDE AND LONGITUDE:** The latitude and longitude of a point at the center of the unit must be provided here. These parameters can be determined from the United States Geological Survey ("USGS") map that contains this unit. Maps can be obtained from the USGS for a fee. These maps may be found at a local library.

11. **UTM:** The Universal Transverse Mercator zone and horizontal (easting) and vertical (northing) coordinates of a point at the center of the unit must be provided if the latitude and longitude were not provided. The UTM coordinate system, which has units of kilometers, divides the globe into sixty (60) north-south zones, each covering six (6) degrees of longitude. UTM coordinates can be obtained by referring to a USGS Topographic Map.

15. If this exhaust is utilized by other emission units or control devices, excluding the fuel combustion emission unit, they are to be listed here with their flow diagram designations.

**INSTRUCTIONS FOR COMPLETING  
FORM AQM-1001V  
APPLICABLE REQUIREMENTS**

**Air Quality Management Section**

**APPLICABLE REGULATIONS**

Applicable state and federal regulations governing emissions for the mode of operation for the emissions unit must be stated. The contaminant, applicable regulation and requirement(s)/emission standard(s) of the regulation(s) must be furnished.

2. Examples of emission standards and limitations set by regulation would be:

<b><u>CONTAMINANT</u></b>	<b><u>APPLICABLE REGULATION</u></b>	<b><u>EMISSION STANDARDS</u></b>
VOC	Regulation No. 24 Section 22(c)(1)	3.5 lb/gal maximum regulation VOC content

3. An example of a recordkeeping regulation would be:

<b><u>CONTAMINANT</u></b>	<b><u>RECORDKEEPING REGULATION</u></b>	<b><u>REQUIREMENT(S)</u></b>
VOC	Regulation No. 24 Section 4(c)(2)	Daily records application method and substrate type, amount and type of coating, VOC content, etc.

4. An example of a reporting regulation would be:

<b><u>CONTAMINANT</u></b>	<b><u>REPORTING REGULATION</u></b>	<b><u>REQUIREMENT(S)</u></b>
All specified air contaminants	Regulation No. 24 Section 4(c)(3)	Use of noncomplying coatings, notice of change to daily-weighted averaging.

5. An example of a monitoring regulation would be:

<b><u>CONTAMINANT</u></b>	<b><u>MONITORING REGULATION</u></b>	<b><u>REQUIREMENT(S)</u></b>
Particulates	Regulation No. 29 Section 7.2(A)(2)(6)	Continuously monitor and record temperature, oxygen and carbon monoxide content.

6. An example of a testing regulation would be:

<b><u>CONTAMINANT</u></b>	<b><u>TESTING REGULATION</u></b>	<b><u>REQUIREMENT(S)</u></b>
PM	Regulation No. 17 Section 4	Demonstrate compliance using methods specified in Section 4.

7. An example of an exemption from an otherwise *Applicable Requirement* would be Regulation No. 2, Section 3.1(r), which exempts storage tanks at gasoline dispensing facilities in New Castle County having a capacity of 2,000 gallons, or less.

**INSTRUCTIONS FOR COMPLETING  
FORM AQM-1001W  
EMISSIONS COMPARISON FORM**

**Department of Natural Resources and Environmental Control  
Division of Air and Waste Management**

**Air Quality Management Section**

**EMISSION INFORMATION**

**NOTE: A SEPARATE FORM MUST BE SUBMITTED FOR EACH OPERATING SCENARIO.**

**UNCONTROLLED AND ACTUAL EMISSION RATES:** The maximum uncontrolled and maximum actual emissions are required to be reported, and should be based on raw material usage and production rate limits which the applicant is willing to accept as permit conditions. Actual emissions are those that would occur after add-on emission control equipment. The emission rate determination methods (stack test, material balance, standard emission factor, etc.) are required to be stated. If the actual emission rate is in units other than pounds or tons, the actual emission must be converted to these units and stated in the "other unit" block. The actual emission rates for each contaminant are required to be provided even if there is no applicable allowable emission rate.

**REGULATORY ALLOWABLE EMISSION RATE:** The emission rate, applicable regulation and ton per year rate must be provided for each pollutant emitted by the unit. The units for the emission rate must be provided as stated in the applicable allowable regulation, and is required to be converted to tons (based on maximum annual production rates) and stated in the "Ton per Year" column.

**SAMPLE ENTRY:**

		ACTUAL EMISSION RATE					** DM	REGULATORY ALLOWABLE EMISSION RATE			
CONTAMINANT	MAXIMUM	POUNDS PER HOUR (lb/hr)	POUNDS PER DAY (lb/day)	POUNDS PER MONTH (lb/mo)	TONS PER YEAR (TPY)	* OTHER UNIT		RATE	(UNITS)	APPLICABLE REGULATION	TONS PER YEAR (TON/YR)
EXAMPLE PARTICULATE MATTER	uncontr.	40.0	800.88	16,000.0	90.0	0.4 gr/DSCF	3	5.0 lb/hr		Regulation No. 17 Section 4	11.25
	actual	4.00	80.00	1,600.0	9.00	0.04 gr/DSCF	1				

**INSTRUCTIONS FOR COMPLETING  
FORM AQM-1001X  
COMPLIANCE MONITORING DEVICES AND ACTIVITIES**

**Air Quality Management Section**

**TESTING, MONITORING, RECORDKEEPING AND REPORTING**

1. Examples of recorded parameters and frequency of such records would be as follows:

<b><u>PARAMETER</u></b>	<b><u>FREQUENCY</u></b>
Fuel Use	Recorded on a daily basis
NO <sub>x</sub> Content of Fuel	Recorded on a monthly basis

2. The method used to create and maintain records must be described. An example of such description would be as follows:

<b><u>PARAMETER</u></b>	<b><u>METHOD OF MEASUREMENT</u></b>	<b><u>PERSON FOR MAINTENANCE</u></b>	<b><u>METHOD OF RECORDING</u></b>	<b><u>PERSON FOR RECORDING</u></b>
Fuel Use	Flow Meter of Fuel Use	Plant Manager	Continuous Recorder	Plant Manager

4. All records must be available for inspection by the Department, and copying or submittal to the Department upon request.

- 5-7. The type, measured parameter and location of each monitor must be stated. An example would be as follows:

Type	-	Continuous Opacity Monitor
Measured Parameter	-	Opacity
Location	-	Stack Exit

11. Any stack tests performed on this unit in the past need to be described here. An example of a stack test description would be as follows:

<b><u>TEST DATE</u></b>	<b><u>TEST METHOD</u></b>	<b><u>FIRM</u></b>	<b><u>OPERATING CONDITIONS</u></b>	<b><u>SUMMARY OF RESULTS</u></b>
4/10/89	USEPA-7	ABC, Inc.	Full Capacity	Max. NO <sub>x</sub> = .12 lb/mmBTU

12. A description of all reporting requirements must be given. An example of a reporting requirement description would be as follows:

<b><u>REPORTING REQUIREMENTS</u></b>	<b><u>TITLE OF REPORT</u></b>	<b><u>FREQUENCY</u></b>
Sulfur content of fuels used	Fuel Sulfur Content	Annually

**INSTRUCTIONS FOR COMPLETING  
FORM AQM-1001Y  
COMPLIANCE STATUS FORM**

**Air Quality Management Section**

**PURPOSE OF COMPLIANCE STATUS FORM**

Regulation No. 30 requires that a Title V Operating Permit applicant submit a Compliance Status for all emission units at a source, regardless of the compliance status of the emission unit. Form **AQM-1001Y** is provided to assist an applicant in meeting this requirement.

**SOURCE INFORMATION**

Identify the source location. This information should be identical to the information on the Title V *Administrative Information* Form, **AQM-1001**.

Help for specific items: (note: items which are self-explanatory are not addressed).

1. **SOURCE NAME:** The company name, or specific plant name if different from company name, must be provided.
2. **SOURCE STREET ADDRESS:** This must be the actual street address of the source. P.O. boxes are not allowed.
5. **SOURCE ID NUMBER:** This is the ID Number assigned to the source by the Department; if unknown, leave blank.

**NOTE:** The ID Number requested in the following sections refers to the number assigned to each unit by the applicant, not the number assigned to the source by the Department.

6. **EMISSION UNITS IN COMPLIANCE:** The applicant must provide all emission units at this source that are currently in compliance with all *Applicable Requirements*, and that will continue to comply with such requirements during the permit term. Also, they will not be subject to any future compliance dates during the permit term. An example would be:

<b><u>POINT ID#</u></b>	<b><u>EMISSION UNIT</u></b>
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PR-4	Heatset Web-Offset Lithographic printing Press #4
PR-5	Rotogravure Printing Press #5

7. **EMISSION UNITS IN COMPLIANCE BUT SUBJECT TO FUTURE COMPLIANCE DATES:** The applicant must provide all emission units at this source which are currently in compliance with all *Applicable Requirements*, but which are subject to future compliance dates that will become applicable during the permit term. These emission units must achieve on a timely basis, and maintain, compliance with these future compliance dates as they become applicable. An example would be:

<b><u>POINT ID#</u></b>	<b><u>EMISSION UNIT</u></b>	<b><u>FUTURE COMPLIANCE DATE</u></b>
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CCL-1	Can Coating Line #1	01/01/97
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- 8a. **EMISSION UNITS NOT IN COMPLIANCE --- COMPLIANCE TO BE ACHIEVED PRIOR TO PERMIT ISSUANCE:** The applicant must provide all emission units at this source that are not in compliance with all *Applicable Requirements* at the time of permit application. These emission units must achieve compliance with all *Applicable Requirements* prior to permit issuance, and continue to comply with such requirements during the permit term. An example would be:

<b><u>POINT ID#</u></b>	<b><u>EMISSION UNIT</u></b>	<b><u>FUTURE COMPLIANCE DATE</u></b>
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Incin-1	Incinerator Unit 1	07/01/95
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**INSTRUCTIONS FOR COMPLETING  
FORM AQM-1001Y.....(continued)  
COMPLIANCE STATUS FORM**

**Air Quality Management Section**

8b. **METHOD OF COMPLIANCE:** The applicant must provide a narrative description of how the emission unit(s) in 8a will achieve compliance prior to permit issuance. An example would be:

*The incinerator, unit 1, is currently out-of-compliance with [INSERT APPLICABLE REGULATION] as per the stack test performed 08/04/93. At the time the test was performed, the incinerator was not equipped with an electrostatic precipitator. By 07/01/95, this incinerator will have been equipped with an electrostatic precipitator, and a stack test will have been performed to demonstrate compliance with [INSERT APPLICABLE REGULATION].*

9a. **EMISSION UNITS NOT IN COMPLIANCE --- COMPLIANCE WILL NOT BE ACHIEVED PRIOR TO PERMIT ISSUANCE:** The applicant must provide all emission units at this source that are currently out-of-compliance with any *Applicable Requirements* and will not achieve compliance prior to permit issuance. A Compliance Schedule form must be completed for each emission unit that falls into this category. An example would be:

<b><u>POINT ID#</u></b>	<b><u>EMISSION UNIT</u></b>	<b><u>DATE COMPLIANCE SCHEDULED TO BE ACHIEVED</u></b>
PCL-1	Paper Coating Line #1	12/30/96

9b. **METHOD OF COMPLIANCE:** The applicant must provide a narrative description of how the emission unit(s) in 9a will achieve compliance. An example would be:

*The paper coating line #1 is currently out-of-compliance. Currently, all coatings used on this line are out-of-compliance with the 2.9 lb/gal VOC content limit. It does not appear possible to use compliant coatings on this line; therefore, an afterburner will be installed. This capture system and afterburner will provide at least 81 percent reduction in the overall emissions of VOC from the coating line and the afterburner will be at least 90 percent efficient in order to comply. The capture system will demonstrate compliance through the coating analysis and capture system and afterburner test methods specified in the applicable regulation and the recordkeeping and reporting requirements. The afterburner will be equipped with a continuous monitor of combustion chamber temperature in accordance with Applicable Requirements. All of this will be completed by 12/30/96.*



**INSTRUCTIONS FOR COMPLETING  
FORM AQM-1001Z  
COMPLIANCE SCHEDULE FOR NONCOMPLYING EMISSION UNITS**

**Air Quality Management Section**

**PURPOSE**

This form must be submitted for each emission unit not in compliance with all *Applicable Requirements* at the time of permit issuance. Those emission units that are not in compliance with all *Applicable Requirements* at the time of application submittal, but plan on being in compliance before permit issuance [within eighteen (18) months of permit application submittal] are not required to complete this form. However, the Department may request that this form be completed if the permit is expected to be issued earlier than eighteen (18) months after application submittal.

**NOTE:** items which are self-explanatory are not addressed.

**SOURCE INFORMATION**

**SOURCE LOCATION:** This information should be identical to the information on the Title V *Administrative Information* Form, AQM-1001.

1. **SOURCE NAME:** The company name or specific plant name, if different from the company name, must be provided.
2. **SOURCE STREET ADDRESS:** This must be the actual street address of the source. P.O. boxes are not allowed.
5. **SOURCE ID NUMBER:** This is the ID Number assigned to the source by the Department; if unknown, leave blank.
6. **CONSTRUCTION PERMIT NUMBER:** If any of the modifications to this emission unit will require a construction permit under the provisions of Regulation No. 2, then such permit will have to be obtained before the modification can begin.
7. **EMISSION UNIT DESCRIPTION:** The description of the emission unit must include, as a minimum, the flow diagram designation, emission unit name, and any other useful information that can be helpful in cross-referencing this unit with other applicable forms. This information must be identical to that which appears on all forms which pertain to that unit. An example would be:

*Silk Screen Press #1, Flow Diagram Designation: SSP-1*

8. **APPLICABLE REQUIREMENTS:** The applicant must provide a list of all *Applicable Requirements* with which this emission unit is not in compliance. This list must include a description of the requirements, the title of the applicable regulation, and the effective compliance date of the applicable regulation. An example would be:

**LISTING OF APPLICABLE REQUIREMENTS WITH  
WHICH THE EMISSION UNIT DOES NOT COMPLY**

<b><u>APPLICABLE REGULATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
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- |  |                                |          |
|--|--------------------------------|----------|
| a. Emission capture and control equipment which achieve an overall emission rate of less than 0.2 grain per Standard Cubic Foot    | Regulation No. 5<br>Section 2  | 02/01/81 |
| b. The owner or operator must demonstrate to the Department that the unit complies with an 0.2 grain per Standard Cubic Foot limit | Regulation No. 17<br>Section 2 | 07/17/84 |
9. **COMPLIANCE METHODS:** The applicant must provide a detailed description of how compliance will be achieved with the *Applicable Requirements* listed in *Item 8* of this form. An example would be:

*The Rock Crusher will comply with Regulation No. 5, Section 2 by installing a capture system and baghouse that will reduce PM emissions to less than 0.2 grain per Standard Cubic Foot, as required by Regulation No. 5, Section 2. Compliance with the overall control requirement of Regulation No. 5, Section 2 will be demonstrated by applicable test methods. In order to comply with Regulation No. 5, Section 2, records will be maintained from the opacity monitor and the operating time for the capture system and the monitoring equipment. Also, a maintenance log for the capture system, baghouse and monitoring equipment will be maintained.*

10. **INTERMEDIATE STEPS OR MILESTONES:** The applicant must provide all intermediate steps or milestones, including the expected or actual date of completion, involved in bringing the unit into compliance with all *Applicable Requirements*. The date of completion should be estimated if the step or milestone has not been completed. The time between any two (2) consecutive steps or milestones listed in this item shall not exceed six (6) months.
11. **OVERALL COMPLIANCE DEMONSTRATION:** The applicant must provide all means used to demonstrate compliance with all *Applicable Requirements* for this emission unit.

**INSTRUCTIONS FOR COMPLETING  
FORM AQM-1001AA  
CERTIFIED PROGRESS REPORT  
Air Quality Management Section**

**PURPOSE**

This form must be completed for each item of equipment being constructed or modified in accordance with form **AQM-1001Z, Compliance Schedule for Noncomplying Emission Units**. It should be noted that the reporting period for this report must be provided in the block at the top left side of the form.

**NOTE:** Items which are self-explanatory are not addressed.

**SOURCE INFORMATION**

Identify the source location. This should be identical to the information provided on form **AQM-1001, Administrative Information**.

1. **SOURCE NAME:** The company name or specific plant name, if different from company name, must be provided.
2. **SOURCE STREET ADDRESS:** This must be the actual street address of the source. Use of a P.O. box is not allowed.
5. **SOURCE ID NUMBER:** This is the ID Number assigned to the source by the Department; if unknown, leave blank.
6. **CONSTRUCTION PERMIT NUMBER:** If a construction permit is required under the provisions of Regulation No. 2, then it must be obtained before the construction or modification can begin.
7. & 8. **EMISSION UNIT DESCRIPTION:** The description of the emission unit must include, as a minimum, the process flow diagram designation, emission unit name, and any other useful information that can be helpful in cross-referencing this unit with other applicable application forms. This information must be identical to that which appears on emission unit forms.
9. **COMPLIANCE ACTIVITIES:** The applicant must provide all activities leading to compliance that have been performed during this reporting period, as indicated at the top of this form. The dates and periods of time for each activity must be furnished. If the activity was completed, this must be indicated. An example would be:

*Preliminary evaluation of charging control equipment completed - 1/15/94  
Binding agreement entered-into to replace afterburner - 1/30/94  
Construction permit applied-for for new afterburner - present*

- 10a. **MILESTONES:** The applicant must provide all milestones or intermediate steps scheduled to be completed during this reporting period, or actually completed during this reporting period. The scheduled completion dates for milestones should be identical to those provided in form **AQM-1001Z, Compliance Schedule for Noncomplying Emission Units**. An example would be:

<b><u>MILESTONE</u></b>	<b><u>SCHEDULED COMPLETION DATE</u></b>	<b><u>ACTUAL COMPLETION DATE, IF COMPLETED</u></b>
Preliminary evaluation of charging control equipment completed	1/15/94	1/15/94
Binding agreement entered-into to replace afterburner	1/30/94	1/30/94
Construction permit for new afterburner applied-for	2/15/94	Present

**INSTRUCTIONS FOR COMPLETING  
FORM AQM-1001AA.....(continued)  
CERTIFIED PROGRESS REPORT**

**Air Quality Management Section**

- 10b. **REASONS FOR NOT MEETING MILESTONES:** If any scheduled completion dates for milestones were not met, the applicant must provide reasons why this occurred. An example would be:

*The construction permit was not submitted by 2/15/94 because the actual size and model of the unit was not finalized until 2/10/94.*

- 11a. **FUTURE MILESTONES:** The applicant must provide all milestones or intermediate steps scheduled to be completed in the future that may not be met. The scheduled completion dates for the milestones should be identical to those provided in form **AQM-1001Z**, *Compliance Schedule for Noncomplying Emission Units*. An example would be:

<b><u>MILESTONE</u></b>	<b><u>SCHEDULED COMPLETION DATE</u></b>	<b><u>ANTICIPATED COMPLETION DATE</u></b>
New Afterburner delivered to source	5/30/94	6/30/94
Construction of new afterburner completed	11/30/94	12/30/94
Alteration of existing equipment completed	11/30/94	12/30/94
Destruction Efficiency of afterburner tested	2/28/95	3/30/95

- 11b. **REASONS FOR NOT MEETING MILESTONES:** If any scheduled completion dates for milestones may not be met, the applicant must provide reasons why this will occur. An example would be:

*The afterburner will not be delivered, constructed or tested on time because the actual size and model of the unit was not finalized until 2/10/94. This caused everything scheduled after the submittal of the construction permit application to be delayed one (1) month. It may be possible to remain on schedule if the construction permit is issued sooner than ninety (90) days.*

**SIGNATURE BLOCK**

12. Form **AQM-1001AA** must be signed by a responsible official of the source, and dated. In general, a responsible official is as follows:

- For a corporation:
  - Corporate Officer
  - Other person in charge of a principal business function
  - Duly-authorized representative for overall operation of a source (plant manager)  
if either:
    - ☐ 250 or greater persons employed or \$25 million or greater in sales or expenditures
    - ☐ Delegation of authority approved in advance
- For a partnership: a general partner
- For a sole proprietorship: the proprietor
- For a government agency:
  - Principal executive officer
  - Ranking elected official

**INSTRUCTIONS FOR COMPLETING  
FORM AQM-1001BB  
COMPLIANCE CERTIFICATION**

**Air Quality Management Section**

**PURPOSE**

The application for a Title V Operating Permit must contain a compliance certification signed by a responsible official. This form must be used for this compliance certification. It must be submitted with the original Title V Permit Application, as well as with each annual report. The annual report will be due one (1) year from the issue date of the original permit, or as specified by the Department in the permit.

**NOTE:** Items which are self-explanatory are not addressed.

**SOURCE INFORMATION**

Identify the source location. This information should be identical to the information on form **AQM-1001**.

1. **SOURCE NAME:** The company name or specific plant name, if different from company name, must be provided.
2. **SOURCE STREET ADDRESS:** This must be the actual street address of the source. P.O. boxes are not allowed.
5. **SOURCE ID NUMBER:** This is the ID Number assigned to the source by the Department; if unknown, leave blank.
6. **PERMIT NUMBER:** This is the Permit Number assigned by the Department to the application for the permit for the source.
7. **REPORTING PERIOD:** If this form is being submitted as part of an annual report, the reporting period must be provided.

**IDENTIFICATION OF EMISSION UNITS**

All emission units at this source must be provided, as well as the compliance status, the *Applicable Requirements* and methods of compliance.

- 8a. All emission units that are in compliance at all times with all *Applicable Requirements* must be provided in this space. An example would be:

<b><u>EMISSIONS POINT NO.</u></b>	<b><u>APPLICABLE RULE</u></b>	<b><u>COMPLIANCE METHOD</u></b>
IN-1	Regulation No. 30 Section xx	Stack test of particulate emissions performed Stack test for CO emissions performed

- 8b. All emission units that are not in continuous compliance with all *Applicable Requirements* since the last reporting period must be provided in this space, along with the requirement(s) with which the unit is out-of-compliance, and the reason(s) for noncompliance. An example would be:

<b><u>EMISSIONS POINT NO.</u></b>	<b><u>REASON(S) FOR NONCOMPLIANCE</u></b>
B-1	Nitrogen content of oil was not recorded during the past year as required by 40 CFR 60.49b(e). This was a mistake by the operator of the unit; it will not occur again.

**INSTRUCTIONS FOR COMPLETING  
FORM AQM-1001BB.....(continued)  
COMPLIANCE CERTIFICATION**

**Air Quality Management Section**

**COMPLIANCE INFORMATION**

For each emission unit at the source, regardless of compliance status, the methods used to determine compliance must be provided.

9a. An example of a testing method to demonstrate compliance would be:

*Particulate Matter Stack Test Method - U.S. EPA Method 5 - Incinerator INT-4.*

9b. An example of a monitoring procedure used to demonstrate compliance would be:

*Continuous Opacity Monitor - Boiler #4.*

9c. An example of recordkeeping used to demonstrate compliance would be:

*Nitrogen content of oil - Boiler #4.*

9d. An example of reporting used to demonstrate compliance would be:

*Annual report of all specified air contaminants, all emission units at source.*

**SIGNATURE BLOCK**

12. The application must be signed by a responsible official of the source, and dated. In general, a responsible official is as follows:

- For a corporation:
  - Corporate Officer
  - Other person in charge of a principal business function
  - Duly-authorized representative for overall operation of a source (plant manager)  
if either:
    - ☐ 250 or greater persons employed or \$25 million or greater in sales or expenditures
    - ☐ Delegation of authority approved in advance
- For a partnership: a general partner
- For a sole proprietorship: the proprietor
- For a government agency:
  - Principal executive officer
  - Ranking elected official